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Approved For Release 2001/07/12 : CIA-RDP80-01928R000300140088-2

21 MAY 1963

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Current Interest Items

1. Personnel Officers Conference

Some 110 Agency Personnel Officers attended our conference [redacted] X1A6a 15-17 May. From all reports, the conference was a success and the participants benefitted from this experience. The enthusiasm of their response suggests that we should have such meetings more frequently than we have in the past --- perhaps on an annual basis.

Transcripts were taken on most of the addresses given at the conference and of a panel discussion of the several seminar reports. These will be reviewed to determine whether any follow-up studies are indicated by the questions raised and conclusions reached.

2. Exchange of Officers Between State and CIA

25X1A9a [redacted] met with Mr. John Ordway, Chief, Personnel Assignments Division, State Department, on 10 May to discuss this subject further. Mr. Ordway indicated doubt that the Department would be able to provide for an exchange of persons at the ambassadorial level but said they would probably agree to an exchange of an FSO 2 or 3 to serve on the staff of ONE and an officer of about the same level for the Office of Training. He also indicated that State would probably suggest assigning the CIA officers to the Policy Planning Staff and to the Foreign Service Institute. Mr. Ordway said that he desired to do some more "homework" within the Department and then would get in touch with [redacted] after 3 June.

3. Insurance Program

25X1A9a The Chief, Benefits and Services Division and the Chief, Insurance Branch met with Mutual of Omaha representatives on 14 May for a general discussion of our insurance program. Among the topics covered were the following:

a. Parents' Hospitalization Insurance (PAMA)

We reported that some 200 applications had already been received but that a substantially higher number could be expected since some 1500 employees at headquarters alone had indicated an interest in such coverage. Since the "open period" for applications is 1 May - 30 June, the question of effective date of coverage arose. It was concluded that the effective date would be 1 June and Mutual will give us a letter indicating their willingness to assume the risks and start the program that date even with our present number of applicants. (The Mutual representative indicated that the \$82.20 per person premium offered under our plan compared with \$102.00 for a comparable plan which Mutual offers to the general public. He also indicated that Mutual is losing money on their general plan, paying out \$1.30 for every dollar received. However, he believes they will break even on our PAMA plan because they are a preferred group.)

DOCUMENT NO.

NO CHANGE IN CLASS. ☐

☐ DECLASSIFIED

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GROUP 1
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b. Dental Insurance

The proposed dental insurance plan will be a pilot undertaking with Mutual and their representatives indicated the company was ready to take a loss on it for the first two years, if necessary, to give it a thorough trial.

c. Retirement Insurance

Noting the Agency's legislative proposals for early retirement, [REDACTED] suggested a more favorable rate for the conversion of the present term life insurance offered by UELIC to ordinary life, 15 or 20 year life, or endowment policies for our retirees. The possibility of offering conversion for employees at age 50 even though they do not retire was also raised. Both of these matters will be considered further by the underwriter.

They also discussed a proposal that a paid-up life insurance policy be given to individuals who have UELIC coverage and retire. The general terms would be the gift of a \$2,000 policy to a retiree who had carried UELIC for ten years. Since our UELIC plan was first offered nine years ago, it would be a year before this proposal could be put into effect.

d. Accident Insurance for Recreational Activities

[REDACTED] has asked Mutual to look into offering coverage for people who might be injured in a sports contest or in other forms of organized recreation. (A brochure describing a policy available from Continental Casualty was given to Mutual to review in this connection.)

4. Early Retirement Bill

Materials for the basic briefing book have been turned over to OCI Graphics for reproduction. All copy should be ready for printing by the close of business 21 May. However, the supplementary material on illustrative cases to support our request for Foreign Service - type retirement is not ready. [REDACTED] is following up on this. (Other supplementary material for the use of Agency officials presenting the bill will be collated with the formal briefing package.)

5. Quality Step Increases

Two more Quality Step Increases were approved, bringing the total to 19. Grade-wise, the distribution of those approved is GS-7 through GS-14. Organizationally, the largest number have been in the Office of Operations, DDI which has submitted nine approved requests. By Directorate, there have been 11 from DD/I, 4 from DD/S, 4 from DD/P and none from DD/R.

Distribution:

- 0 & 1 - Addressee
- X - D/Pers subject
- 1 - D/Pers chrono

OD/Pers/[REDACTED] (21 May 1963)

Acting Director of Personnel

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